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Approved For Release 2003/12/10 : CIA-RDP80-00594A00040004-33-0

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 30 September 1958

FROM : Chief, Intelligence Production Faculty

SUBJECT: Weekly Activities Report No. 39
24 September - 30 September 1958**I. SIGNIFICANT ITEMS**

Nothing to report

II. OTHER ACTIVITIES

A. On Friday, 26 September, five students completed Intelligence Research(Maps) Course No. 9. The group was enthusiastic about Mr. [] proposal that a field trip be organized to visit the Army Map Service Cartographic Center. Mr. [] is making arrangements through the Agency Map Library for such a visit in the near future.

B. On Tuesday, 30 September, Dr. [] of the A&E Staff met with ORR analysts to discuss exercises to be used in the Intelligence Research(Techniques) course to be given for ORR in October.

C. During the past week Dr. [] has have completed construction of the major research projects to be used in the Intelligence Techniques Course. *reviewed these, and reports that they are in excellent shape.*

D. During the past week Miss [] has talked with training officers about revisions of descriptive summaries and charts of offices under the DD/I. The revised material is to be used in the Intelligence Techniques Course.

E. Plans have been completed for the running of two sections of the Writing Workshop course that will begin on 3 November. One of the sections will be devoted to the writing of Agency regulatory issuances, and the other section will follow the established general pattern of the Workshop. Mr. [] will be the instructor for one section, and Dr. [] of the Management Training Faculty will be the instructor for the other.

Document No. 719 33
NO CHANGE in Class. ☒
☐ DECLASSIFIED
Class. CHANGED TO: TS S C

DDA Memo, 4 Apr 77
Auth: DDA REG. 77/1763

Date: 14 March 1978 By: []

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Schedule

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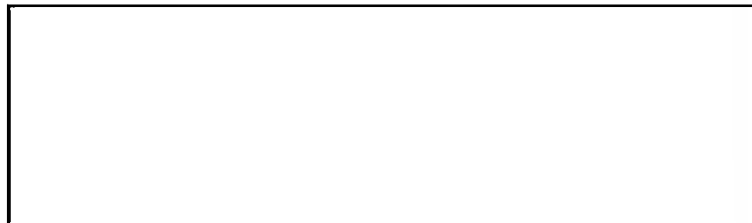
A temporary expedient to meet manpower shortage. It can be fitted into

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F. The starting date for the Effective Writing course has been changed from 7 October to 9 October. The change was made necessary by professional commitments made by Dr. the course instructor. The students enrolled in the course have been informed of the change in schedule.

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